

Chief, Administrative Staff, ORR

28 April 1959

Chief, Geographic Research

Publication of Office Periodical by ORR

REFERENCE: Memo to Ch/E, Ch/G, and All Staff, Division and Branch Chiefs, from Chief, St/A, subject: Publication of an Office Periodical by ORR, 1 April 1959

1. In considering the question, you will certainly be interested in the diversity of opinions and the numerous ideas expressed by the components of the Geographic Area. I pass them on to you directly without attempting to sort and evaluate because I feel there is a benefit to be derived from dealing with each individual issue, idea, opinion or question and because I do not wish to color them with my own point of view.

2. My several views about the proposal follow:

a. ORR needs a vehicle of some sort to carry a body of information to all personnel. The information to be carried should have no other means of official or established transmittal. If there are other means and they are not working, consideration should be directed toward their correction or abolishment.

b. The initiative for inclusion of items in the proposed journal should be the responsibility of an OAD individual to act according to established criteria. If the initiative for submitting newsworthy material is left to organizational units or individuals therein, too much variance and imbalance of coverage develops because of the factor of individual or unit attitude toward the need for or desirability of publicity. (E.G., If births are to be reported, there should be an unflinching mechanism to report all.)

c. There may be some salutary effects from publication of personnel assignments, promotions, awards, etc. The effective pressure of peer judgement and evaluation of performance based upon the open knowledge of personnel advancement or recognition becomes a rather desirable aid in management's efforts to get maximum effective use of individual capabilities. Management, knowing that all personnel actions will be published, will only act upon those that can withstand the closest scrutiny.

SUBJECT: Publication of Office Periodical by ORR


d. The journal should provide for inclusion of interpretive discussions of major policies, conditions, or factors which have an effect on individuals. The new personnel policy regulation including the provisions for competitive evaluation panels certainly calls for interpretation. Thinking personnel want to know the "why" of policies and procedures. The journal could supply the answers to their questions.

e. The journal should be produced bi-weekly.

f. A very careful assessment should be made of what personal items are to be reported. Some people are very firm in their belief that official business and personal matters should not be mixed. Perhaps a poll should be taken to give personnel the opportunity to express a choice on coverage of such items as births, engagements, marriages, family illness, deaths.

g. I would like to see a proposal in the staff study for a smooth working procedure requiring only a very minimum of time and effort on the part of branch and division personnel. As a practical matter, I am not in favor of adding other time-consuming responsibilities, not directly related to their mission, to already overburdened branches and divisions. The staff study and proposed regulation are deficient in facing up to this very real problem.

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Enclosures: 3

Distribution:

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